

Westinghouse Savannah River Company Supplier Newsletter

Dear Suppliers:

Special points of interest:

- All deliveries made to the Savannah River Site are received between 9:00 AM and 3:00 PM Monday–Friday at SRS Barricade 2.
- If you are having problems receiving your EFT Notifications, please contact Irene Buckmore at 803-952-7966.
- **Visit our website at:**
<http://www.srs.gov>

HAPPY HOLIDAYS! SRS has had another good year of completing assigned mission on time and within budget. Much of that success can be traced to you, our partners. Providing quality goods and services, cost effectively lays the foundation for SRS to succeed. Our thanks to each and everyone of you.

This year also required great cooperation after September 11. Enhanced security requirements at the site demanded patience on everyone's part. The normal flow of goods onto the site and access to subcontractors hit snags. Frustrating – oh yeah!! Necessary – you bet!! But through all of it, I

did not receive any supplier complaints. My folks at the gate processing trucks, only had to deal with a few complaints. Seems we, like the rest of the country, united as a team!!

So, double thanks and . . .



HAVE A JOYOUS HOLIDAY SEASON!

Thomas E. Robinson, Manager
Procurement & Materials Management Dept.



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WSRC Ethics Notification

2001 was a significant year of accomplishments for WSRC and its partners in managing and operating the Savannah River Site. We are proud of our accomplishments and certainly value your role as a supplier of quality goods and/or services in meeting critical mission objectives. As a team, we can accomplish many things and for your support PMMD offers a heartfelt "Thank You!"

WSRC takes its responsibility seriously to maintain a fair, honest and effective procurement system. In order to do this, the byword is to "guard the integrity" of the sys-

tem and personnel involved. To that end WSRC has published a policy stating that its employees and their immediate families may neither seek nor accept gifts or gratuities from suppliers.

As we enter the Holiday Season, please remember that it is inappropriate for you to offer any gifts, meals or any other form of entertainment or other gratuity to WSRC or team member employees. Your adherence to this policy will assist them greatly and ensure the integrity of our relationship, thus, contributing to our continued success in meeting the challenges of the coming year.

savannah river site
where excellence is achieved





Heightened Security at SRS

The World Trade Center and Pentagon Terrorist attacks of Sep-

tember 11, 2001 left a permanent mark on history and the future. Numerous actions were taken at the Savannah River Site in response to the horrific events. Security measures have heightened to a level necessary to protect people, property, and our communities.

As a supplier to WSRC, you will be impacted by the increased security measures. However the Department of Energy, Wackenhut Services and Westinghouse Savannah River company teamed together to implement a plan that minimizes impacts to suppliers to the maximum extent possible.

Effective September 19, 2001, supplier deliveries to SRS are allowed as follows:

All deliveries are received between 9:00 AM and 3:00 PM Monday–Friday at SRS Barricade 2, which is the Aiken/New Ellenton Barricade past the

intersection of Highways 19 and 278. Drivers should use the far right entry point at the barricade.

Delivery personnel must be U. S. Citizens and must have access to all compartments of the vehicles. A Bill of Lading, Delivery Manifest, or similar document identifying the WSRC Purchase Order Number must be presented to the barricade personnel. WSRC personnel will verify the purchase order number information while Wackenhut Security performs a 100% inspection of the vehicle and its contents.

Once the vehicle passes inspection and the purchase order is verified, trucks will be allowed to proceed under the following conditions:

- Drivers who have a valid SRS Photo Security Badge will be allowed to proceed to the delivery location.
- Drivers who do not have a photo security badge will be escorted by WSRC personnel to and from the delivery location.

United Parcel Service, Federal Express, Emory and other premium transportation companies will be received between 10:00 AM and 11:00 AM Monday–Friday at SRS Barricade 2, which is the Aiken/New Ellenton Barricade past the intersection of Highways 19 and 278. These vehicles will be also be searched by Wackenhut Security.

All Suppliers are encouraged to work closely with their cognizant Buyer or Subcontract Technical Representative to understand and plan for SRS's security requirements. The increased security measures protect all of us.



Selling to Construction Subcontractors

There are usually around \$50M in awards to

construction subcontractors annually, and this provides even more opportunities for selling your goods and services. We have helpful information that's only a few mouse clicks away. Here's how:

At your internet connected computer type "<http://sro/index.html>". This is the Department of Energy, Savannah River Operations Home Page.

Click on "Business Opportunities". At

this page click "Doing Business with the Savannah River Site".

This page offers several options, but to get a listing of construction subcontractors, click on "Subcontractors List—Construction Firms Currently Working at SRS". This list is updated monthly and provides company names, addresses, telephone and fax numbers, and points of contact. Another good "click" on this page is, "Davis-Bacon Procurement Solicitations and Award Notifications". This provides a listing of construction projects currently being solicited, including solicitation number, title, buyer, proposal due date and anticipated

award date. By clicking on the title, you'll find more information about the solicitation, and importantly the solicited firms with their addresses and telephone numbers. Listed below the solicitations are current Award Notifications, so if you've been following a particular solicitation, you can determine if the award has been made and the successful firm.

Some of the information requires Adobe Acrobat but if you don't have this on your computer, simply click on the button at the bottom of that page for a free download.

Bulletin

Certifications required by the Small Business Administration



Small Disadvantaged Business

Small Disadvantaged business concerns are required to be certified by the SBA for government procurements.

HUBZone

In order to participate in the HUBZone Empowerment Contracting Program, you need to contact the local SBA District Office to verify if your company meets the requirements.

Voucher Auditor Phone List Accounts Payable

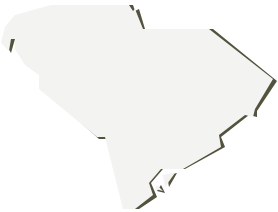
Company Name	Accounts Payable Contact	Phone No.	Company Name	Accounts Payable Contact	Phone No.
A	Ethel Ingram	803-952-6224	T	Vernita Dukes	803-952-6226
B	Judy Fuller	803-952-6238	U	Judy Pender	803-952-6213
C	Cara Al-Hashimi	803-952-6215	V	Thomasina Dais	803-952-8848
D	Vernita Dukes	803-952-6226	W	Vernita Dukes	803-952-6226
E–H	Brenda Bell	803-952-6231	X–Z	Cara Al-Hashimi	803-952-6215
I	Judy Pender	803-952-6213	WSMS	Drema Page	803-952-6225
J	Ethel Ingram	803-952-6224	Copiers, 3M	Judy Fuller	803-952-6238
K	Thomasina Dais	803-952-8848	Direct Billing	Judy Fuller	803-952-6238
L	Judy Fuller	803-952-6238	Freight, Input	Judie Hopkins	803-952-6237
M	Ethel Ingram	803-952-6224	Gases	Drema Page	803-952-6225
N	Judy Fuller	803-952-6238	GSA	Brenda Bell	803-952-6231
O	Ethel Ingram	803-952-6224	Govt. Printing	Brenda Bell	803-952-6231
P	Judy Fuller	803-952-6238	Taxes	Cheryl Salter	803-952-6202
Q	Cara Al-Hashimi	803-952-6215	Electronic Funds	Jonell O-Bryant	803-952-6278
R	Vernita Dukes	803-952-6226	Seminars	Drema Page	803-952-6225
S	Thomasina Dais	803-952-8848	Accounts Payable P. O. Box 6809 Aiken, SC 29808-6809 WSRC-ACCTSPAY@srs.gov		



Please call Irene Buckmore if you have problems receiving your EFT Notification. For all other problems concerning your payment, contact your accounts payable representative.



Westinghouse Savannah River Company
Bldg. 730-4B
Aiken, SC 29808



Avoid S. C. Withholding Taxes. Register with the S. C. Department of Revenue

Out of state service suppliers conducting business or performing personal services of a temporary nature in South

Carolina with a contract(s) value of \$10,000 or more are required by SC law to either register with the South Carolina Department of Revenue or face an automatic 2% withholding tax. The withholding is deducted from the first payment and continues until the properly completed forms are received by WSRC.

To avoid this 2% reduction from your company's payments, register with the S. C. Department of Revenue (via SC form SCTC-111) and fax it to (803)898-5888. Upon receipt of confirmation letter from the Department of Revenue, complete an I-312 (Nonresident Taxpayer Registration Affidavit Income Tax Withholding) form. Either fax the completed form in advance of the first payment's due date to (803)952-8843, or mail the completed forms to:

Westinghouse Savannah River Company
Attn: Cheryl Salter, Accounts Payable
P. O. Box 6809
Aiken, SC 29804-6809

The SCTC 111 and I-312 forms are available by downloading them from the SRS homepage (www.srs.gov/general/srs-home.html) and selecting the following:

- Opportunities
- WSRC Procurement
- General Provisions and Related Documents
- General Procurement Forms & Instructions

If you need a copy of a form or if you need assistance, please contact Cheryl Salter at (803)952-6202, fax (803)952-8843, or e-mail her at: wsrc-acctspay@srs.gov.

Once WSRC receives the properly completed forms your company will be exempt from the South Carolina Nonresident Withholding Tax. Help WSRC improve your company's payment performance by promptly completing these two forms and sending them to WSRC ASAP.

WSRC Supplier Hotline
1-800-888-7986

SRS Procurement Ombudsman
803-725-2611